

Workforce Training Fund Express Program

Helping Small Business Think Big



Overview

The Workforce Training Fund Express (WTF Express) offers matching grants to Massachusetts employers to train current and newly hired employees. The program is targeted to small employers with a maximum of 50 employees and to labor organizations. WTF Express applicants can receive up to \$15,000 annually, and up to \$3,000 per trainee per course.

How It Works

Employers are able to submit an easy-to-complete online application (www.detma.org/workforce) or download an application in PDF format. Applications can be submitted anytime; there are no deadlines. Grant decisions are made within 21 days of filing the application.

Business or labor organizations will be reimbursed 50% of the total cost of training after the training is completed. Training courses must be selected from the pre-approved list of vendors (also online). All trainees must be employed in Massachusetts, although they are not required to live in the state. Additionally, all training must be job-related. Trainees must not be government employees. Training must start within 6 weeks to 6 months of the grant award. The training cannot last more than 12 months.

Advantages

The Fund not only improves employee skills, but helps organizations bolster their economic competitiveness and the economic strength, as well as that of the Commonwealth. With a simple, online application and a fast turnaround time on grant decisions, you can plan and implement effective employee training when you need it, without the wait.

Eligibility

Businesses with 50 or fewer employees in Massachusetts – including all plants and branches – and labor organizations with unlimited membership may apply. All applicants must pay into the Workforce Training Fund and must be current with their unemployment insurance payments. A certified copy of a certificate in good standing from the Massachusetts Department of Revenue must be provided by any WTF Express grant awardees prior to the receipt of grant funds.

Massachusetts Business Resource Team

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Affiliated Members

Massachusetts Office of Business Development
10 Park Plaza, Suite 3730
Boston, MA 02116
(617) 973-8600

Economic Stabilization Trust
529 Main Street, Suite 110
Boston, MA 02129
(617) 727-8158

Workforce Training Fund
19 Staniford Street
Boston, MA 02114
(800) 252-1591

MassDevelopment
160 Federal Street
Boston, MA 02110
(800) 445-8030

For Technical Information

Workforce Training Fund
19 Staniford Street
Boston, MA 02114
(800) 252-1591

For a certified copy of a certificate in good standing from the Massachusetts Department of Revenue:

www.dor.state.ma.us/help/goodstanding.htm
Or by calling: 1-617-887-MDOR (6367)
Toll-free in MA: 1-800-392-6089

